3321 5926 Purchasing clerk (m/f/d) skilled worker We are looking for the following committed employees for our customer as part of temporary employment in Schwabach: Clerk Purchasing (m/f/d).  
  
A secure and agreed income with good social benefits is just as important to you as a varied job and a long-term perspective?  
Then become a part of our company in Schwabach!  
  
Professional field: office / administration  
  
Your working hours will be part-time - mornings.  
 With many years of experience in personnel services, our branch in Nuremberg offers you a new challenge in Schwabach as well as a secure job.  
  
What you can expect:  
- Good working atmosphere  
- On-site support  
  
Your tasks as a purchasing clerk (m/f/d) include the following areas:  
- Computer-aided order processing (control, processing of purchase requisitions)  
- Formal and material examination and evaluation of offers based on the legally standardized specifications from national public procurement and budget law  
  
As a purchasing clerk (m/f/d) our requirements for you are:  
- Application processing  
- Office and administrative work  
- Mail processing  
  
You are characterized by the following personal strengths:  
- ability to work in a team  
- Reliability  
- Customer focus  
  
Your professional experience as a purchasing clerk (m/f/d), clerk for office management (m/f/d), commercial clerk (m/f/d), office clerk (m/f/d), telephone operator (m/f/d) or as a secretary (m/f/d) do you stand out?  
Then apply online now for this job offer.  
  
The job doesn't suit you? Then convince yourself of our wide range of job offers and find a job that is tailored to your skills.  
Your dream job is waiting for you here: https://arwa.de/stellenangebote  
  
For more than 40 years, ARWA Personaldienstleistungen GmbH in Germany has been a competent partner for career starters and career changers as well as for experienced specialists.  
At ARWA Personaldienstleistungen GmbH we promise to offer you the best possible service.  
  
With your application, you agree to ARWA's data protection guidelines (can be found on our homepage under “Privacy Policy”). Clerk Shopping ARWA Personaldienstleistungen GmbH supports companies from almost all areas and industries with individual solutions in temporary employment, in on-site and in-house management, in outsourcing projects and in personnel placement in the search for qualified employees.  
  
Career starters with and without training, experienced specialists or returnees will find attractive and collectively agreed jobs with good career prospects in the industrial, commercial, medical and educational sectors. 2023-03-07 15:57:21.777000